

SCHOOL OUTINGS INSTRUCTIONS

for

APPLICATION AND PERMIT FOR USE OF RECREATIONAL FACILITIES AT KAKAAKO WATERFRONT, KEWALO BASIN, MAKAI GATEWAY, AND KOLOWALU PARKS.

1. **Fill out** application form, indicating whether the application and permit is for the Kakaako Waterfront Park, Makai Gateway Park, Kewalo Basin Park, or Kolowalu Park.
2. **Sign** on the line designated by "Applicant"; also fill in your title, address, home phone and business phone numbers.
3. Please review the General Park Use Guidelines. Your use of the park must comply with these guidelines.
4. **CALL 594-0300** for HCDA staff to record your information. Your permit request will be assigned a "permit number"; please write the number on your permit application.
5. Please do NOT fax or mail the form back to the HCDA.
6. **Retain** your completed Application and Permit; take it with you, to the park on the day of your outing.
7. Enjoy!



HAWAII COMMUNITY DEVELOPMENT AUTHORITY

461 Cooke Street
Honolulu, Hawaii 96813
Telephone: 808.594.0300
e-mail: contact@hcdaweb.org
Web site: <http://www.hcdaweb.org>



APPLICATION & PERMIT FOR USE OF RECREATION FACILITIES (School Outings Only)

Kakaako Waterfront Park []

Makai Gateway Park []
Kolowalu Park []

Kewalo Basin Park []

Today's Date: _____

Name of Organization: _____

Kind of Activity: _____

Date of Use: _____ From: _____ to: _____

Number of People Expected: (students) _____ (adults) _____ (total): _____

READ CAREFULLY:

All permits are subject to cancellation by the Hawaii Community Development Authority due to scheduling conflicts, violation of permit terms, or unforeseen facility closure. Charging admission, taking a collection or sale of goods, or drinking of alcoholic beverages are prohibited unless prior written permission has been obtained from the Hawaii Community Development Authority. Additionally, the use of spikes or anchors of any type is strictly prohibited anywhere in any of the Kakaako District Parks.

RESPONSIBILITY FOR DAMAGES AND LIABILITY

All permits issued by the Hawaii Community Development Authority shall be subject to the rules and regulations of the Authority and State law, and persons or organizations to whom such permits are issued shall be liable for loss, damages or injury to persons or property resulting from use of public facilities under such permit. In addition, persons or organizations to whom this permit is issued, in consideration of a permit being issued to them, shall hereby voluntarily release, remise and forever discharge the Hawaii Community Development Authority and the State of Hawaii, from and on account of any and all claims, actions, causes of action, liability, liabilities, costs, expenses and damages of any kind which permit holder has arising out of any property damage and/or bodily injury which may be sustained by participating in any activity under the issued permit.

State of Hawaii policy requires that all accidents resulting in property damage or personal damage or personal injury, or both, be reported promptly to the caretaker on duty. Please be advised that your personal medical and health insurance should be relied upon to cover all medical costs incurred because of accidental injury.

I have read and understand the conditions of this permit as stated above and accept the responsibilities stated therein:

Applicant: _____ Title: _____
(Please Print Name)

Phone: _____ (Home): _____

Address: _____ (Office): _____

(School Group Permit Number) Date: _____ Today's date